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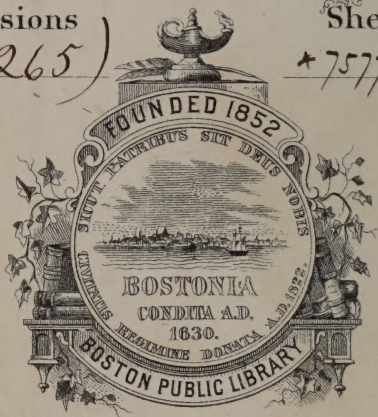
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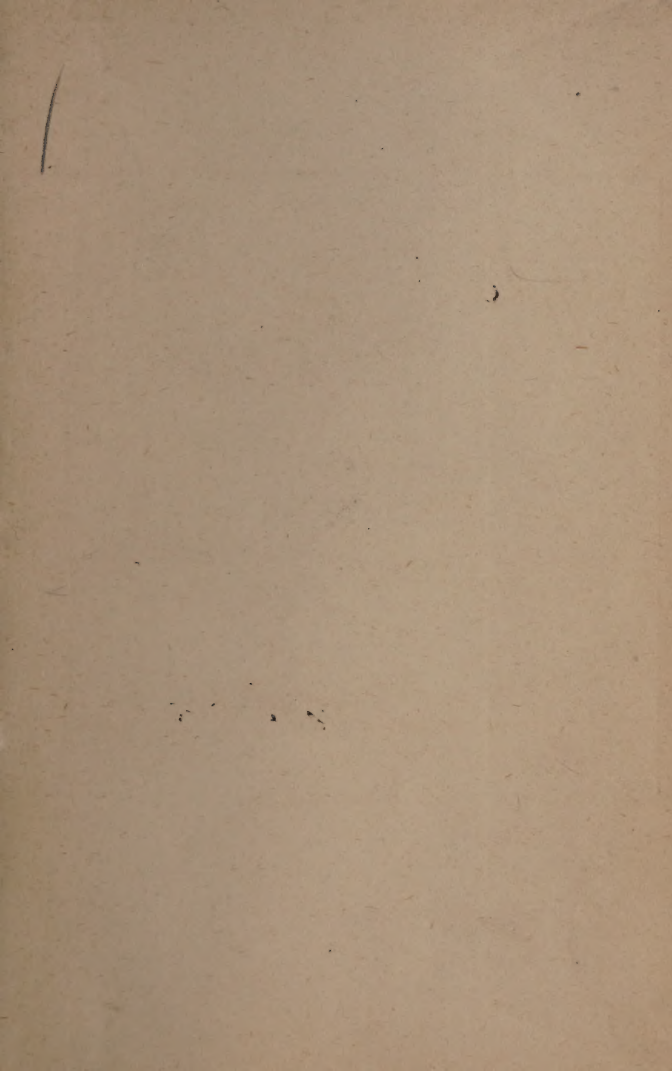
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BY-LAWS AND STATUTES

FOR THE

GOVERNMENT AND REGULATION

OF THE

State Industrial School for Girls,

AT

LANCASTER, MASS.

BOSTON:

PRESS OF GEO. C. RAND & AVERY, 3 CORNHILL.

1866.

BOSTON PUBLICATIONS

BY-LAWS AND STATUTES

FOR THE

GOVERNMENT AND REGULATION

OF THE

State Industrial School for Girls,

AT LANCASTER.

PREPARED BY THE TRUSTEES, OCTOBER, 1855.

AMENDED NOVEMBER, 1859.

REVISED JANUARY, 1866.

APPROVED BY THE GOVERNOR AND COUNCIL, FEB. 13, 1866.

BOSTON:

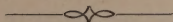
PRESS OF GEO. C. RAND & AVERY, 3 CORNHILL.

1866.

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BOARD OF GOVERNMENT.

1866.



DANIEL DENNY, <i>Chairman</i>	Dorchester.
JACOB FISHER, <i>Steward</i>	Lancaster.
RUSSELL STURGIS, JR., <i>Secretary</i>	Boston.
GEORGE B. EMERSON	Boston.
GEORGE CUMMINGS	Lancaster.
ALBERT TOLMAN.....	Worcester.
FRANK B. FAY, <i>Treasurer</i>	Chelsea.



Executive Committee.

JACOB FISHER.

GEORGE CUMMINGS.

ALBERT TOLMAN.

TRUSTEES AND PAST TRUSTEES.

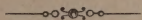
	Appointed.	Resigned.
CHARLES S. MACREADING,	July 10, 1855..	Jan. 23, 1856.
GRAHAM A. ROOT.....	July 10, 1855..	Jan. 23, 1856.
LABAN M. WHEATON	July 10, 1855..	Dec. 3, 1857.
CALVIN C. CHAFFEE.....	July 10, 1855..	Sept. 3, 1855.
BRADFORD K. PIERCE.....	July 10, 1855..	Mar. 1, 1856.
JAMES DEANE*	July 10, 1855..	Aug. 6, 1858.
DANIEL DENNY	July 10, 1855	
FRANCIS B. FAY†	Sept. 3, 1855..	Nov. 11, 1862.
WILLIAM R. LAWRENCE ...	Jan. 23, 1856..	June 28, 1860.
W. J. THURSTON.....	Jan. 23, 1856..	March 5, 1857.
CHARLES BUNKER.....	Mar. 1, 1856..	July 10, 1859.
JACOB FISHER.....	Mar. 5, 1857	
THOMAS TUCKER	Dec. 3, 1857..	Nov. 7, 1863.
GARDNER BREWER.....	Aug. 6, 1858..	Dec. 24, 1861.
JONAS A. FITCH	Aug. 1, 1859..	Feb. 18, 1862.
RUSSELL STURGIS, JR.....	June 28, 1860	
GEORGE B. EMERSON	Dec. 24, 1861	
THOMAS R. BOUTELLE.....	Feb. 18, 1862..	Feb. 2, 1866
GEORGE CUMMINGS.....	Nov. 11, 1862	
ALBERT TOLMAN	Nov. 7, 1863	
FRANK B. FAY	Feb. 2, 1866	

* Died.

† Treasurer from July 10, 1855, to October 3, 1865.

‡ Treasurer from Oct. 3, 1865.

OFFICERS OF THE INSTITUTION.



Superintendent and Chaplain.

REV. MARCUS AMES.

Matrons.

MISS ELIZA G. LONGFELLOW.

MRS. HARRIET F. PERRY.

MRS. MARY K. JONES.

MRS. SUSAN A. BYERS.

MISS ISABELLA SPAULDING.

Physician.

THOMPSON.

Farmer.

A. E. BOYNTON.

OFFICERS AND PAST OFFICERS.



SUPERINTENDENTS.

REV. BRADFORD K. PEIRCE, from March 1, 1856, to Apr. 1, 1862.

REV. MARCUS AMES, . . . from April 1, 1862.



MATRONS.

House No. 1.

	Appointed.	Resigned.
Mrs. BROWNLEE	1857	1859
Miss CAROLINE HATCH	1859	1859
Mrs. HELEN MCKAY	1859	1863
Mrs. CAROLINE WALTON	1863	1865
Mrs. SUSAN A. BYERS	1865	

House No. 2.

Mrs. MARY M. WILLARD.	1856	1861
Miss MARY KIMBALL	1861	1864
Mrs. MARY K. JONES	1864	

House No. 3.

Mrs. C. A. CARPENTER	1856	1858
Mrs. LYDIA P. CUDWORTH.....	1858	1861
Miss CAROLINE MORSE.....	1861	1862
Mrs. HARRIET F. PERRY.....	1862	

House No. 4.

Miss CLARA I. CARNEY	1860	1861
Miss JOSEPHINE HOSMER	1861	1862
Miss ELIZA G. LONGFELLOW.....	1862	

House No. 5.

Miss AGNES GOULDING	1861	1864
Miss LUCY A. PROCTOR.....	1864	1865
Miss ISABELLA SPAULDING.....	1865	

BY-LAWS.

CHAPTER I.

THE DESIGN OF THE INSTITUTION.

THIS Institution is intended for a *home* and *school* for such girls as may be sent as vagrants, perversely obstinate, or guilty of petty offences, or without proper guardians, and exposed to a life of crime and wretchedness.

For such young persons is provided, not a prison for their restraint and correction, but a family school, where, under the firm but kind discipline of a judicious home, they may be properly educated, and instructed in useful and appropriate forms of female industry; and their moral affections be cultivated by the example and affectionate care of those who hold the relation of a parent to them; and, in short, be fitted to become virtuous and happy members of society, wherever they may be called to work.

The Institution is not to be considered a *place of punishment*, or its subjects as criminals. It

is a refuge, into which the exposed may be gathered, to be saved from a course which would probably end in penal confinement or hopeless degradation.

The inmates are to be considered hopeful subjects for appropriate culture, and to be instructed and watched over with the care and kindness which their peculiar condition demands, and with the confidence which youth should ever inspire.

The restraints and discipline are those of the Christian family; and the "law of kindness" should be written upon the heart of every officer of the Institution. The chief end to be obtained is the proper development of the faculties and moral affections of the inmates, however they may have been neglected or perverted; and to teach them the art, and aid them in securing the power, of self-government.

CHAPTER II.

OF THE TRUSTEES.

SECTION 1. At each Annual Meeting of the Board of Trustees, in December, a Chairman, Secretary, Treasurer, Steward, and an Executive

Committee of three, shall be appointed; and vacancies occasioned by death, resignation, or expiration of commission, shall be filled at the next meeting of the Board.

SECT. 2. The Chairman shall call meetings of the Board as often as he may deem it expedient, or whenever requested to do so by two Trustees. In his absence, a Chairman *pro tem.* shall be appointed.

SECT. 3. The Secretary shall keep a record of the proceedings of the Board; and shall prepare, or cause to be prepared, all documents, statements, and notices which may be directed by the Board or by the Chairman. He shall give notice in writing, to each Trustee, of the time and place of the meetings of the Board. He shall communicate to the Treasurer all proceedings of the Board relating to the financial concerns of the Institution.

SECT. 4. The Treasurer shall pay all bills for articles purchased for the Institution, after the same shall have been certified by the Steward, and approved by one or more members of the Executive Committee.

SECT. 5. The Treasurer shall furnish such financial information to the Superintendent as may enable him to answer any questions asked by the proper authorities.

SECT. 6. The Treasurer of the Board shall have charge of the Trust Fund, keeping full and accurate accounts in relation thereto; and shall invest and expend the proceeds of the same, under the direction of the Board. He shall include in his Annual Report, a statement of all the funds held by him or the income of which he receives or pays out.

SECT. 7. In case the Treasurer of the Board shall be the person who is commissioned by the Governor as the Treasurer of the Institution, he shall be allowed a salary of two hundred dollars per annum for his whole services.

SECT. 8. The Steward shall, under direction of the Executive Committee, purchase all supplies, fuel, clothing, &c., &c., for the Institution, and buy the materials, and sell the work resulting from the plan of labor for the inmates; submitting all accounts to the Executive Committee for approval, and forwarding them to the Treasurer for payment. He shall, when required by them, make a report to the Trustees of his expenditures for the Institution.

SECT. 9. The Executive Committee shall be the special advisers of the Superintendent and Matrons in reference to the general management of the Institution and its discipline. They shall hold a monthly meeting, and one at least of

the Committee shall visit the School every week. No radical change, however, in its plan or discipline, shall be made by this Committee, without the consent of a majority of the Board. The Executive Committee shall keep a full record of their doings, and present it at the Quarterly Meetings, or, if desired, at any regularly called meeting of the Board.

SECT. 10. The Executive Committee may aid any past inmate of the Institution from the interest of Trust Funds not otherwise appropriated.

SECT. 11. There shall be Quarterly Meetings of the Board held at the School on the second Tuesday of December, March, June, and September; at which time there shall be an examination of the progress of the inmates in their studies, and a general review of the condition of each department of the Institution. There shall also be a Special Meeting of the Board, at Lancaster, on the evening preceding each Quarterly Meeting, for general conference on the affairs of the School.

SECT. 12. In addition to these regular meetings of the Board, each Trustee shall visit the School as often as his other duties may permit, and thus yield its officers the aid and countenance of his presence and advice.

SECT. 13. At the Annual Meeting in Decem-

ber, a Committee of two shall be appointed to aid the Superintendent in expending the sums annually appropriated by law, or donated for the Library of the School.

CHAPTER III.

OFFICERS.

SECTION 1. The Trustees shall appoint a Superintendent and Chaplain, a Matron, Assistant Matron, and Housekeeper, for each House; a Physician, Farmer, and such other officers and assistants as may be found necessary.

SECT. 2. The several officers shall hold their offices during the pleasure of the Board; and no resignation shall take effect until three months after it shall have been tendered, except by consent of the Trustees.

CHAPTER IV.

SUPERINTENDENT AND CHAPLAIN.

SECTION 1. The Superintendent shall have the general charge of the Institution, and enforce

all its rules and regulations. He shall keep a daily record of all occurrences worthy of notice; and shall conduct all the correspondence, keeping files of letters received, and retaining copies of those sent, if important.

SECT. 2. He shall frequently visit all the departments of the Institution, see personally that the officers are prompt and efficient in the discharge of their duties, and report to the Executive Committee any remissness or incapacity on their part.

SECT. 3. He shall, at each Quarterly Meeting of the Board, make a written report of the condition of the Institution; and, in connection with his Annual Report, he shall present an inventory of the personal property under his care belonging to the Institution.

SECT. 4. He shall have charge of the public religious services of the School, and shall secure the daily reading of the Bible and prayers in the different houses, or in the chapel. He shall also, in conjunction with the Executive Committee, secure scriptural instruction and regular devotional services on the sabbath.

SECT. 5. He shall also, with the advice and aid of the Executive Committee, secure such employment for the inmates, during their hours of labor, as the Board shall approve.

SECT. 6. He shall, after careful examination, and in accordance with the directions of the Executive Committee, allot to each new-comer her position in the Institution; and, in conjunction with the Matrons, shall transfer the pupils from one house to another, as may be deemed advisable.

SECT. 7. He shall keep a register of the name and age of each inmate of the Institution, with the date of her admission; a sketch of her life, including her birthplace; a description of her person; the name, residence, nativity, and character of her parents; by whom committed; for what cause, when, and how discharged; also a record of her conduct while in the Institution, and, as far as possible, after she shall have left it.

SECT. 8. He shall personally, or by aid of the Trustees or others, keep himself acquainted with the situation and character of the discharged as well as of the indentured girls, and keep a record of the same.

SECT. 9. In connection with the Executive Committee, he shall decide upon all applications for the services of the girls.

SECT. 10. He shall be ready at all times to perform whatever other service may be required by the Trustees.

SECT. 11. The Superintendent may have an

assistant, appointed by the Trustees, whose duty it shall be to represent him during any temporary absence, and at all times to render him such assistance as he may require of her.

SECT. 12. In case of the illness, absence, or death of the Superintendent, his duties shall be performed by his Assistant, failing whom the Senior Matron shall take charge until the Executive Committee can be called together.

CHAPTER V.

MATRONS.

SECTION 1. Over each house, a Matron shall be appointed, who shall have the general superintendence of the family within it. To her is intrusted the whole care of the inmates, under the advice and direction of the Trustees, and the counsel and assistance of the Superintendent. She is expected to manage the entire discipline, instruction, industry, domestic labor, and recreation of the inmates of her house. She is to be the mother of the family, striving to win their affections and confidence, sympathizing with their trials, patiently enduring their weaknesses, kindly but decidedly holding the reins of government.

SECT. 2. In cases of persistent obstinacy, where unusual punishment seems to be required, she shall submit the matter to the Superintendent for his advice and action ; but no corporal punishment shall be inflicted without the approval of one or more of the Trustees.

SECT. 3. She shall keep a record of the entrance, and time of leaving, of the inmates of her house, and a weekly record of their progress and conduct ; which shall be at all times open to the inspection of the Trustees. At the Quarterly Meetings of the Board, she shall present a written report of her household, recording such changes as have occurred, and the cause for them ; the punishments that have been administered, and the occasion of them ; the nature and amount of labor performed by the girls ; and make such general remarks as shall present a clear view of her system of government and instruction.

SECT. 4. Each Matron shall see that cleanliness, order, and propriety are uniformly maintained in all the apartments of her house, and in the person, dresses, and rooms of the inmates.

SECT. 5. She shall endeavor specially to impress upon her charge the duty and advantages of a moral and religious, and the evils and miseries of a wicked, life ; and inculcate all the prac-

tical virtues that adorn the life, and beautify the character.

SECT. 6. She shall see that her Assistants are diligent and faithful in the discharge of their duties, discreet in their deportment, and strict in their observance of the regulations of the Institution, conferring with the Executive Committee and Superintendent respecting such duties, and reporting to them all failures in their performance.

SECT. 7. She shall see that the sick receive proper attention, and that the directions of the Physician be strictly observed; and shall have a maternal regard for the health of the girls.

CHAPTER VI.

ASSISTANT MATRONS.

In each family there shall be an Assistant Matron, who shall take charge of the school-room and its instruction.

She shall be responsible to the Matron for the conduct and industry of the girls during school hours. She shall also, under the Matron, have charge of the work-room in the morning, and strive in every way to lighten her heavy respon-

sibilities. She shall report quarterly, through the Superintendent, to the Trustees, the condition of her school.

CHAPTER VII.

HOUSEKEEPERS.

There shall be a Housekeeper in each family, who shall have charge of the kitchen and wash-rooms.

She shall be responsible to the Matron for the cleanliness of the house and the good order of her department; for the cooking and washing; and the conduct, industry, and instruction of the girls while employed with her.

CHAPTER VIII.

PHYSICIAN.

SECTION 1. It shall be the duty of the Physician to visit the Institution regularly every week, and as much oftener as may be necessary, in case of accident or unusual illness.

SECT. 2. He shall, at such times, acquaint himself with the health of the girls, and give di-

rections to the Matrons respecting the care and treatment of the sick. He shall also make suggestions as to the best methods of preserving health, and with reference to the general sanitary condition of the Institution.

SECT. 3. He shall make a quarterly report to the Trustees, and, at their Annual Meeting, a full report, of the state of health among the girls during the year.

CHAPTER IX.

FARMER.

SECTION 1. The Farmer shall have charge of all the farming operations; and shall be responsible for the proper management, good order, and economical use, of every thing connected therewith.

SECT. 2. He shall carry forward such general improvements, and make such purchases of stock, as the Trustees direct. He shall attend to the employment of the adult help required on the farm, and be responsible for their character and conduct.

SECT. 3. He shall cause all merchandise, fuel, and whatever else is required for the use of the Institution, to be drawn by the teams of the

farm ; and shall perform any other labor, at the request of the Superintendent, when not inconsistent with his duties upon the farm.

SECT. 4. He shall keep a correct account of all his receipts and expenditures for the farm, and of all labor performed thereon ; and shall furnish to the Trustees an annual report of the same, with schedules of the articles purchased during the year, and of the stock and farming implements on hand ; and shall communicate such other information, and make such suggestions, as he thinks useful.

SECT. 5. In no case shall he be absent from his duties without the consent of the Executive Committee, or leave the premises without having previously notified the Superintendent.

CHAPTER X.

INDENTURED GIRLS.

SECTION 1. Any girl may be indentured, after having been in the Institution a sufficient length of time for the Superintendent or Matron to learn her disposition and temperament ; but no girl shall be put to service, unless under regular indenture.

SECT. 2. The Superintendent shall determine all applications for girls to be indentured, but never without the consent of the Executive Committee.

SECT. 3. No inmate shall be permitted to perform service in a public-house, or in a family where spirituous liquors are used as a beverage; or be indentured to an unmarried man.

SECT. 4. In every case of indenture, a full record shall be made of the residence and character of the employer, of the service to be performed, and of the opportunities promised to the girl.

SECT. 5. A Bible and a letter of advice shall be given to each inmate when indentured, and when discharged from the Institution; and a letter shall be given, with the indenture, to those under whose control the children are placed, recommending them especially to their parental care and affection.

SECT. 6. Semi-annual reports shall be required from persons having indentured girls; and once a year, and as much oftener as possible, the Superintendent, a Trustee, or a person appointed by the Board, shall visit all the members of the Institution thus under indenture, and report concerning them in writing.

SECT. 7. In case any notice of ill treatment

of such girls comes to the knowledge of the Superintendent or any Trustee, he shall at once examine the case, and take such measures as the circumstances demand.

SECT. 8. Each indentured girl shall have liberty, at all times, to correspond with the Trustees, Superintendent, or Matron, without the hinderance or surveillance of her employers or others; and, when indentured, shall be furnished with writing-materials for this purpose.

SECT. 9. The Treasurer shall deposit, for their benefit, in a Savings Bank, all sums received for the services of indentured girls; and the Executive Committee may dispose of said sums to such as are deserving.

CHAPTER XI.

GENERAL REGULATIONS.

SECTION 1. The hours of labor, study, rest, and recreation, shall be arranged from time to time by the Executive Committee, in conjunction with the Superintendent and Matrons.

SECT. 2. No person regularly employed in the Institution shall be absent from her duties, or leave the premises, without the permission of the

Superintendent, or, if absent, of his representative.

SECT. 3. All persons employed in the Institution, in whatever capacity, are required to devote their whole attention to the performance of their duties. Each officer shall see that the rules and regulations are fully observed.

SECT. 4. No spirituous liquors shall be introduced into any part of the premises, except by order of the Physician. No person in the habit of using them shall be employed about the Institution.

SECT. 5. No games or plays having a tendency to gambling shall be permitted.

SECT. 6. No inmate shall be permitted to leave the premises, except by permission of the Superintendent on the application of her Matron.

SECT. 7. The Institution will be open for visitors upon the first Wednesday of every month, from two till five o'clock, P.M.; but visitors cannot be admitted to any part of the premises, at this or at other times, without a permit from one of the Trustees, or the express permission of the Superintendent.

The parents, brothers, and sisters of the girls, may visit them once in two months, first obtaining a permit from the Superintendent.

SECT. 8. No inmate shall be allowed to receive presents, except by consent of the Superintendent or Matron, or a Trustee.

COMMONWEALTH OF MASSACHUSETTS,

COUNCIL CHAMBER, BOSTON, Feb. 13, 1866.

Approved by the Governor and Council,

ALEX. H. BULLOCK,

Governor.

GENERAL STATUTES.

CHAPTER 75. — *Of the State Industrial School for Girls.*

SECTION 1. The government of the State Industrial School for girls shall be vested in a Board of seven Trustees appointed and commissioned by the Governor with the advice and consent of the Council, subject to removal only for sufficient cause. The Trustees now in office shall continue to hold their offices until the terms thereof expire, according to the provisions of this section. On the first Wednesday of February in each year, the terms of office of the two senior members as they stand arranged on the list of their appointments shall terminate, and the names of the persons appointed to fill the vacancies shall be placed at the bottom of the list. Other vacancies may at any time be filled, and the names of the persons appointed shall be substituted in the list for the remainder of the vacant terms. The Trustees shall receive no compensation for their services, but shall be allowed all expenses incurred by them in the discharge of their duties.

SECT. 2. The Board shall take charge of the general interests of the Institution, see that its affairs are conducted in accordance with the requirements of the Legislature, and such By-laws as the Board may adopt, and that strict discipline is maintained therein; provide employment for the inmates, and bind out, discharge, or remand them, as is hereinafter provided; exercise a vigilant supervision over the Institution, its officers, and inmates; appoint a Superintendent and Chaplain, and such Matrons, Assistants, Teachers, and other Officers, as, in its judgment, the wants of the Institution may require, and prescribe their duties; remove them at pleasure, and appoint others in their stead; and determine the salaries to be paid to the officers, subject in all cases to the approval of the Governor and Council. The By-laws may be amended by the consent of five members of the Board at a legal meeting; but no alteration shall be valid until approved by the Governor and Council.

SECT. 3. There shall be a Treasurer appointed by the Governor and Council, who shall, before he enters upon the discharge of his duties, give a bond to the Commonwealth, with sureties satisfactory to the Governor and Council, in the sum of three thousand dollars, conditioned that he shall faithfully account for all money received by

him as Treasurer; which bond, when approved, shall be filed in the office of the Treasurer of the Commonwealth.

SECT. 4. The Treasurer shall receive, hold, and invest, for the benefit of the School, all legacies, devises, and donations to or on account of the school, subject to such regulations as may be established from time to time by the trustees.

SECT. 5. The governor, with the advice and consent of the council, upon request of the mayor and aldermen, selectmen, or overseers of the poor of any city or town, shall appoint and commission, in the same manner as justices of the peace are appointed and commissioned, one or more suitable persons residing in such city or town, who shall have authority therein to hear and determine complaints and make commitments under this chapter; and judges of the probate courts shall have like authority within their respective counties.

SECT. 6. When a girl between the ages of seven and sixteen years is brought by a constable, police-officer, or other inhabitant of this State, before such judge or commissioner, upon complaint that she has committed an offence punishable by fine, or imprisonment other than by imprisonment for life; or that she is leading an idle, vagrant, or vicious life, or has been found in any

street, highway, or public place, in circumstances of want and suffering, or of neglect, exposure, or abandonment, or of beggary, the judge or commissioner shall issue a summons to the father of said girl, if he is living, and resident within the place where she was found, and, if not, then to her mother if she is living and so resident; and, if there is no such father or mother, to the lawful guardian of said girl, if any there is so resident, or, if not, to the person with whom, according to her own statement and such testimony as shall be received, she resides; and, if there is no person with whom she statedly resides, the judge or commissioner may appoint some suitable person to act in her behalf, requiring him or her to appear at a time and place stated in the summons, to show cause, if any there is, why said girl shall not be committed to said Institution. (See ch. 200, acts of 1861; ch. 199, acts of 1863.)

SECT. 7. At the time mentioned in the summons, the judge or commissioner shall proceed to examine the girl and any party appearing in answer to the summons, and to take such testimony in relation to the case as may be produced. If the allegations are proved, and it appears that the girl is a suitable subject for said institution, and that her moral welfare and the good of society require that she should be sent thereto for instruc-

tion, employment, or reformation, he shall commit her by a warrant in substance as follows:—

To (A B) one of the constables (or police-officers) of the city (or town) of You are hereby commanded to take charge of C D, a girl between the ages of seven and sixteen years, who has been proved to me to be a suitable subject for the State Industrial School for Girls, and a proper object for its care, discipline, and instruction; and deliver said girl, without delay, to the Superintendent of said School, or other person in charge thereof, at the place where the same is established. And for so doing this shall be your sufficient warrant.

Dated this day of 18 , at (in the county of , in the commonwealth of Massachusetts).

But no variance from said form shall be deemed material if it sufficiently appears upon the face thereof, that the girl is committed by the magistrate in the exercise of the powers given to him by this chapter. The warrant shall be executed by a constable or police-officer of the place where the case is heard. Accompanying the warrant, the magistrate shall transmit to the Superintendent, by the officer serving it, a statement of the substance of the complaint and testimony given in the case. (See ch. 9, acts of 1862.)

SECT. 8. Summonses to appear before a judge or commissioner as aforesaid shall be served by a constable or police-officer, by delivering the same

personally to the party to whom it is addressed, or leaving it with some person of sufficient age at the place of residence or business of such party; and said constable or police-officer shall immediately make return to the same magistrate of the time and manner of such service.

SECT. 9. When a girl between seven and sixteen years of age is brought for trial before a trial justice or court of criminal jurisdiction, charged with an offence which may be punished by fine or imprisonment, and the justice or court is of opinion, that, if found guilty, she would be a fit and proper subject for said School, a decree to that effect shall be entered of record; and thereupon such justice or court shall, by a warrant, cause such girl to be brought forthwith before some judge or commissioner authorized to commit girls to the School, and transmit to him the complaint, or indictment and warrant, by virtue of which she has been arrested; and he shall thereupon have the same jurisdiction and powers as if she had been brought before him upon an original complaint. (See ch. 199, acts of 1863.)

SECT. 10. If a girl previously committed to the School is brought before a judge or commissioner upon any allegation set forth in section six, he may examine the case, and issue his warrant for committing her to the School, without having

issued the summons required in said section. (See ch. 199, acts of 1863.)

SECT. 11. The fees and compensation allowed to judges and commissioners under this chapter shall be the same as by law are allowed to trial justices; and all officers serving process shall be allowed the same fees as they are entitled to for serving process in criminal proceedings.

SECT. 12. Any girl ordered to be committed to the school may appeal from such order in the manner provided in respect to appeals from trial justices. And the case shall be entered, tried, and finally determined in the court to which the appeal is made. (See ch. 290, acts of 1864.)

SECT. 13. Any girl committed to the School shall there be kept, disciplined, instructed, employed, and governed, under the direction of the Trustees, until she is bound out, or arrives at the age of eighteen years, or is otherwise legally discharged.

SECT. 14. The Trustees shall discharge and return to her parents, guardian, or protector, any girl who, in their judgment, ought for any cause to be removed from the School. And in such case the Trustees shall make an entry upon their records of her name, the party to whom she was returned, and the date when she left the School, together with a statement of the reasons for her

discharge ; a copy of which record, signed by their Secretary they shall forthwith transmit to the judge or commissioner by whom the girl was committed.

SECT. 15. The Trustees may bind out as an apprentice or servant any girl committed to their charge, for a term not longer than until she arrives at the age of eighteen years ; and the master to whom the girl is bound shall, by the terms of the indenture, be required to report to the Trustees, as often as once in every six months, her conduct and behavior, and whether she is still living under his care, and, if not, where she is. And the Trustees, and master or mistress, apprentice or servant, shall respectively have all the rights and privileges, and be subject to all the duties, set forth in chapter one hundred and eleven in the same manner as if said binding or apprenticing were made by overseers of the poor. (See ch. 290, acts of 1864.)

SECT. 16. A person receiving an apprentice under the provisions of this chapter shall not assign or transfer the indenture of apprenticeship, nor let out her services for any period, without the consent, in writing, of the Trustees. If the master for any cause desires to be relieved from the contract, the Trustees, upon application, may in their discretion cancel the indenture, and resume

the charge and management of the girl, and shall have the same power and authority in regard to her as before the indenture was made.

SECT. 17. If a master is guilty of cruelty or misusage towards a girl so bound to service, or of any violation of the terms of the indenture, the girl or Trustees may make complaint to a judge or commissioner aforesaid, who shall summon the parties before him, and examine into the complaint; and, if it appears to be well founded, he shall, by certificate under his hand, discharge the girl from all obligations of future service, and restore her to the School to be managed as before her indenture.

SECT. 18. Upon the death of the master to whom a girl is so bound to service, his executor or administrator, with the consent of the girl, in writing, acknowledged by her, and approved by the Trustees, may assign the indenture to some other person; which assignment shall transfer to and vest in the assignee all rights, and subject him to all responsibilities, of the original master.

SECT. 19. The Trustees shall be the guardians of every girl so bound, or held for service; shall take care that the terms of the contract are faithfully fulfilled, and that she is properly treated; and they shall especially inquire into the treat-

ment of every such girl, and cause any grievance to be redressed.

SECT. 20. They shall cause the girls under their charge to be instructed in piety and morality, and in such branches of useful knowledge as are adapted to their age and capacity; and in some regular course of labor, either mechanical, manufacturing, or horticultural, or a combination of these; and especially in such domestic and household labor and duties as are best suited to their age, strength, disposition, and capacity; and in such other arts, trades, and employments, as may seem to the Trustees best adapted to secure their reformation, amendment, and future benefit. In binding out girls, they shall have scrupulous regard to the religious and moral character of those to whom it is proposed to bind them, that they may secure to the girls the benefits of good example and wholesome instruction, and the best means of improvement in virtue and knowledge, and the opportunity of becoming intelligent, moral, useful, and happy women.

SECT. 21. The Superintendent, with such subordinate officers as the Trustees may appoint, shall have the general charge and custody of the girls. He shall be a constant resident at the School, and, under the direction of the Trustees, shall discipline, govern, instruct, and employ, and use his best en-

deavors to reform, the inmates in such manner as shall, while preserving their health, and promoting the proper development of their physical system, secure the formation, as far as possible, of moral, religious, and industrious habits, and regular thorough progress and improvement in their studies, trades, and employments.

SECT. 22. He shall, before he enters upon the duties of his office, give a bond to the Commonwealth, with sureties satisfactory to the Governor and Council, in the sum of two thousand dollars, conditioned that he shall faithfully perform all his duties and account for all moneys received by him as Superintendent; which bond, when approved, shall be filed in the office of the Treasurer of the Commonwealth. He shall have charge of all the property pertaining to the School within the precincts thereof, and, under the direction of the Trustees, shall make purchases of books with the income and profits, and according to the terms of the donation of Henry B. Rogers. He shall keep in suitable books complete accounts of all his receipts and expenditures, and of all property intrusted to him, showing the income and expenses of the Institution; and shall account to the Treasurer in such manner as the Trustees may require for all money received by him. His books, accounts, and documents relating to the School,

shall at all times be open to the inspection of the Trustees, who shall, at least once in every six months, carefully examine the same, and the vouchers and documents connected therewith, and make a record of the result of such examination. He shall keep a register containing the name and age of each girl, and, as far as practicable, the circumstances connected with her history to the time of her admission to the school; and he shall add thereto such facts as may come to his knowledge relating to her history while at the Institution, and after leaving it.

SECT. 23. All contracts on account of the Institution shall be made by the Superintendent in writing, and approved by the Trustees if their By-laws require it; and the Superintendent, or his successor, may sue or be sued thereon to final judgment and execution. No suit shall abate by reason of the office of Superintendent becoming vacant, but any successor in office may take upon himself the prosecution or defence thereof; and upon motion of the adverse party, and notice, he shall be required to do so.

SECT. 24. The city or town in which any girl sentenced to the School has her legal settlement, shall, upon notice and demand by the Treasurer of the School, pay to such Treasurer fifty cents a week towards the support of such girl while she

remains there; and such city or town may recover any sum so paid, of the parent, kindred, or guardian liable to maintain the girl. (See ch. 256, sec. 2, acts of 1865.)

SECT. 25. One or more of the Trustees shall visit the School at least once in every two weeks; at which time the girls shall be examined in the schoolrooms and workshops, and the register inspected. A record shall be kept of these visits in the books of the Superintendent. Once in every three months, the School in all its departments shall be thoroughly examined by a majority of the Trustees, and a report thereof made to the Board. On or before the fifteenth day of October in each year, an abstract of the quarterly reports shall be prepared, which, together with a full report by the Superintendent, and a list of the salaried officers and their salaries, and in a tabular form, under the heads specified in section eleven of chapter five, the value of the stock and supplies, shall be laid before the Governor and Council for the information of the Legislature. The Treasurer shall also submit at the same time an accurate detailed account of the receipts and expenditures for the year terminating on the last day of the preceding month.

SECT. 26. The Trustees may expend any money given for the purpose, in erecting houses

or other buildings on the lands of the State at Lancaster, for increasing the accommodation of the School, plans therefor being first approved by the Governor and Council; but the whole number of such houses shall not exceed six.

ADDITIONAL ACTS.

CHAPTER 200; ACTS OF 1861. — *Form and Execution of Certain Warrants.*

Upon complaint made to any judge of a probate court, or any magistrate now authorized to issue warrants in criminal cases, for any of the causes set forth in chapter seventy-fifth, section sixth, and chapter seventy-sixth, section seventeenth, of the General Statutes, he shall examine on oath the complainant and any witnesses produced by him; shall reduce the complaint to writing, and cause the same to be subscribed by the complainant; may issue a warrant reciting the substance of the accusation, and requiring the officer to whom it is directed forthwith to take the person accused, and bring him or her before said judge of the Probate Court, or some judge of the Superior Court, to be dealt with according to

law; and in the warrant may require the officer to summon such witnesses as shall be therein named to appear and give evidence on the examination. — [*Approved, April 11, 1861.*]

CHAPTER 9; ACTS OF 1862.

SECTION 1. Warrants issued under section seven of chapter seventy-five, and section eighteen of chapter seventy-six, of the General Statutes, may be directed to and served by any officer qualified to serve civil or criminal process in the county in which the warrants issued.

SECT. 2. So much of the seventy-fifth and seventy-sixth chapters of the General Statutes as is inconsistent with the provisions of this act is hereby repealed.

SECT. 3. This act shall take effect upon its passage. — [*Approved, Feb. 8, 1862.*]

CHAPTER 184; ACTS OF 1863. — *Extension of Term.*

SECTION 1. The Governor and Council, upon application of the Trustees of the Industrial School for Girls at Lancaster, may extend the time during which such girls may be retained

within the Institution for further discipline and instruction, until they are twenty-one years old; but nothing in this act shall prevent a discharge from the Institution between the age of eighteen and twenty-one years, if the Trustees shall so determine.

SECT. 2. In all cases where girls are discharged from said Institution under twenty-one years of age, and who have no parents or guardian, the Trustees shall act as guardians for said girls, with all the power and authority provided in chapter one hundred and nine of the General Statutes. [*Approved, April 27, 1863.*]

(See Chapter 290, Acts of 1864.)

RESOLVES (56) OF 1863. — *Aid to Deserving Girls.*

Resolved, That the Trustees of the Industrial School at Lancaster be authorized to pay, out of the sum appropriated for the current expenses of said Institution, a sum not exceeding two hundred dollars annually, for the purpose of aiding deserving and destitute girls who have left the Institution, and who are out of employment. — [*Approved, April 13, 1863.*]

CHAPTER 199; ACTS OF 1863. — *Record of Commitments.*

Every judge of the Probate Court or Superior Court, before whom any boy is brought, under the provisions of the seventeenth, twenty-first, and twenty-second sections of the seventy-sixth chapter of the General Statutes, and every judge of the Probate Court, or any commissioner, before whom any girl is brought, under the provisions of the sixth, ninth, and tenth sections of the seventy-fifth chapter of the General Statutes, shall make a brief record of his doings in the premises, and transmit the same, with all the papers in the case, to the Superior Court for criminal business in the county in which such proceedings are had; and the clerk thereof shall file and preserve the same in his office. — [*Approved, April 28, 1863.*

CHAPTER 290; ACTS OF 1864. — *Extension of Term.*

SECTION 1. All commitments to the State Industrial School for Girls shall hereafter be until the age of twenty-one years, or until otherwise discharged; and all the powers now by law given in relation to the government and control of inmates of said School, till they arrive at the age

of eighteen years, shall extend to their arrival at the age of twenty-one years: *provided* that any girl serving her time under indentures agreeably to the seventy-fifth chapter of the General Statutes shall be discharged from the School on her arrival at the age of eighteen years.

So o. 2. The Trustees of said Institution may retain therein, until the age of twenty-one years, any person heretofore sentenced to said Institution, if said person consents thereto in writing. — [Approved, May 14, 1864.

CHAPTER 256; ACTS OF 1865. — *Liability of Cities and Towns.*

SECTION 1. The city or town in which any girl committed to the State Industrial School resides at the time of her arrest, upon notice and demand, shall quarterly, on the first days of January, April, July, and October, pay to the Treasurer of the School fifty cents a week during the time she remains therein. Any sum so paid may be recovered by such city or town of the parent, kindred, or guardian liable by law to maintain her, or of the city or town in which she has her lawful settlement.

SECT. 2. The twenty-fourth section of the seventy-fifth chapter of the General Statutes is hereby repealed. — [Approved, May 16, 1865.

APPENDIX.

DESCRIPTION OF ITS WORK.

EXTRACT FROM THE EIGHTH ANNUAL REPORT.

THERE are five families, occupying separate houses, each conducted on the plan of a frugal private family in the country. They are adapted to the accommodation of thirty children each, and are under the care of a Matron, an Assistant Matron, who is teacher in the school, and a House-keeper. The dress of the children is entirely suited to their condition, comfort, and health, but never expensive; the food is abundant and well cooked, plain and wholesome, and a considerable part of it is produced on the farm belonging to the Institution. Each house contains a kitchen, a wash-room, a parlor, a school-room, and a working-room, and a sufficient number of chambers to give each inmate a separate room when it is thought necessary.

These houses are beautifully situated, at some little distance from each other, on a plain, shaded by noble old elms and other trees, and commanding views of the valley and of the hills around. Attached to each house and to the chapel are

borders or plots for flowering shrubs and annual plants, which are usually kept in nice order by the care of the Matrons and the labor of the girls.

The farm is of about 140 acres, large enough to keep at a distance all habitations which might be sources of annoyance.

In each of the families, between three and four hours are spent by all the children, in the afternoons of five days in the week, in the school-room. In each, three or four hours in the forenoons are spent in the working-room by all who are not occupied in the necessary work of the house, the wash-room, and the kitchen. Under the superintendence of the Matrons and Housekeeper, all the work of the families is done by the children. In this way, washing, ironing, cooking, and all the arts of housewifery, are learned at last by all the children. In the working-rooms, all learn to sew and to knit, all learn to mend and to make all articles of dress, except leather shoes. Many of the children are too young to do much; but, just as in any other well-ordered family, those of every age are taught to do what they can. Sufficient time is allowed for recreation and out-of-doors exercise.

In these ways, the children are kept always busy. While occupied with the sewing, knitting,

mending, making, and other operations of the working-room, some one is employed, whenever the work admits of it, in reading aloud to the children. There is an abundance of suitable reading provided for the purpose. By the munificence of a friend of the School (Hon. H. B. Rogers, of Boston), the interest of one thousand dollars is annually appropriated, which, in addition to a small sum allowed by the State, has formed a large and valuable children's library.

The visible effects of this mode of life are very striking. Many of the girls, on entering the School, have come from dirty, dark, close, and unwholesome habitations, and from among people of irregular and vicious habits; and their health, on an average, is very poor. By regularity, wholesome food, perfect cleanliness, early hours, gentle discipline, careful and constant employment of the mind and of the body, free exercise in the open air, and cheerfulness in the school-room, in the house, and in the work-room, their health is rapidly and very decidedly improved; and the inmates of the several families are, on the whole, all things considered, remarkably healthy.

The greatest pains have been taken, from the first, to keep the children in a pure and healthy moral atmosphere, and to bring them under the

influence of religious principles. This was to be done only by placing them in a Christian family, and establishing a kind personal relation between them and the heads of such a family. The Matrons, Teachers, and Housekeepers have been selected with particular reference to this paramount object.

The schools have been successful. Many of the children have entered the Institution almost wholly ignorant of reading, writing, spelling, and even counting. Under the kind maternal influence of the teachers, they are led to exert themselves to improve; and the progress made in the important elementary branches, to which alone much attention is given, is, considering all the circumstances, very satisfactory.

Many of them come to the School with their moral nature scarcely awakened, indifferent to truth and falsehood, to right and wrong, stupid, disobedient, self-willed, and almost without natural affection. The good women who take charge of them are almost appalled at the sight; but the memory of success gives them courage, and faith makes them strong. They see in these poor children the lost ones whom Christ came to seek and to save, the little ones to whom he called himself a brother. They set themselves bravely and devotedly to their task. They let patience,

gentleness, kindness, disinterested affection have their perfect work. They feel that they are themselves in a mother's place, and the maternal heart warms towards their new charge. The strong magnetism of motherly love shows its irresistible power. The chilled bosom of the child is warmed; the heart is won, and confidence, affection, and respect are established. The desire of being good is infused. Slowly the old, perverse habits are changed. A sense of duty is aroused. The tongue becomes truthful. The desire to deceive departs. Obedience becomes voluntary and cheerful. The conscience is at last enthroned; and the love of God, which the child sees to be the vital, moving principle in her new dear friend, takes the sovereign place in the child's soul, which nothing of earth can occupy.

HISTORY.

THE first public action towards establishing this school appears

MARCH 9, 1849, in the petition to the Legislature of Mary May and others, and five petitions in aid of the same, for the establishment of a "State Reform School for Girls." These were referred to the Committee on Public Charitable Institutions, who recommended "reference to the next General Court," which was done.

JAN. 12, 1850, the petitions were taken from the files, and, with seventeen others in aid, were referred to the same Committee, who reported the following resolve, which was passed.

MAY 2, 1850, Chapter 104, Resolve on the petition of Mary May and others.

Resolved, That His Excellency the Governor, with the advice and consent of the Council, be, and he hereby is, authorized to appoint three suitable persons to be Commis-

sioners to inquire into, and report to the next Legislature, the most approved, economical, and efficient methods of conducting Reform Schools for girls now in practice in the different institutions established for that purpose, embracing such facts and suggestions as they may think proper to illustrate the subject.

Under this resolve, Messrs. Wm. Appleton, Joseph H. Billings, and Geo. W. Campbell were appointed Commissioners, who made their report.

MARCH 5, 1851. (House Document No. 85, 1851.)

This report was referred to the next General Court.

JAN. 21, 1852. The subject was referred to the Committee on Public Charitable Institutions, who reported "inexpedient to legislate." Which was adopted.

JAN. 19, 1853. The subject was again referred as above, with a like result.

1854. Gov. Washburn, in his address, commended the subject to the Legislature, which, with a petition for such a school, was referred to the same Committee, who recommended action; and, —

APRIL 12, 1854, the following resolve was passed.

RESOLVES FOR THE ESTABLISHMENT OF A STATE
REFORM SCHOOL FOR GIRLS.

Resolved, that the sum of twenty-thousand dollars be, and the same hereby is, appropriated for the establishment of a "State Reform School for Girls," similar in purpose to the State Reform School for Boys at Westboro'; provided that an equal amount shall be raised for the same purpose, by individual donation or otherwise, within six months from the passage of these resolves, and a satisfactory certificate thereof made to the Governor and Council.

Resolved, that, on receipt of such certificate, His Excellency the Governor, with the advice of the Council, be authorized to appoint three Commissioners to select and determine the location, and prepare plans and estimates of the buildings necessary for the institution, and a system for its organization and government, to be submitted to the next Legislature at the beginning of the session.

The necessary amount was raised by subscription; and, —

OCT. 6, 1854, Messrs. John H. Wilkins, Henry B. Rogers, and Francis B. Fay were appointed

Commissioners to carry out the purpose of the resolves.

The Commissioners selected the Stillwell farm in Lancaster, containing about 100 acres, since enlarged to 140 acres.

Resolves of 1855, Chapter 83, authorized the purchase of the estate and the erection of the buildings.

MAY 21, 1855. The act establishing the "State Reform School for Girls" was passed (chap. 442, acts of 1855).

MARCH 21, 1856. The name was changed to "State Industrial School for Girls."

AUG. 29, 1856. The institution was dedicated with appropriate exercises, Ex-Gov. Boutwell and Hon. Henry B. Rogers delivering addresses.

AUG. 29, 1856. The first house was opened for the reception of girls.

NOV. 1856. The second house was opened for the reception of girls.

APRIL, 1857. The third house was opened for the reception of girls.

JAN. 1860. The fourth house was opened for the reception of girls.

1861. The fifth house was opened for the reception of girls.

AUG. 29, 1856. The first girl was admitted.

Number of Inmates Dec. 1, 1856, 31
(Number received to Oct. 1, 1857, 68.)

Indentured, discharged, &c., 7.)

Number of Inmates Oct. 1, 1857, 92
(Received 22. Indentured 19.)

Number of Inmates Oct. 1, 1858, 95
(Received 40. Indentured, &c., 36.)

Number of Inmates Oct. 1, 1859, 99
(Received 49. Indentured, &c., 27.)

Number of Inmates Oct. 1, 1860, 121
(Received 32. Indentured, &c., 22.)

Number of Inmates Oct. 1, 1861, 131
(Received 35. Indentured, &c., 28.)

Number of Inmates Oct. 1, 1862, 138
(Received 69. Indentured, &c., 78.)

Number of Inmates Oct. 1, 1863, 129
(Received 64. Indentured, &c., 50.)

Number of Inmates Oct. 1, 1864, 143
(Received 54. Indentured, &c., 65.)

Number of Inmates Oct. 1, 1865, 132

Whole number received since opening of
School to Oct. 1, 1865, 464

Current expenses for each girl per week :

1860	.	.	.	.	.	\$2.21
1861	.	.	.	.	.	1.98
1862	.	.	.	.	.	1.94
1863	.	.	.	.	.	2.05
1864	.	.	.	.	.	2.49
1865	.	.	.	.	.	2.61

DONATIONS AND BEQUESTS.

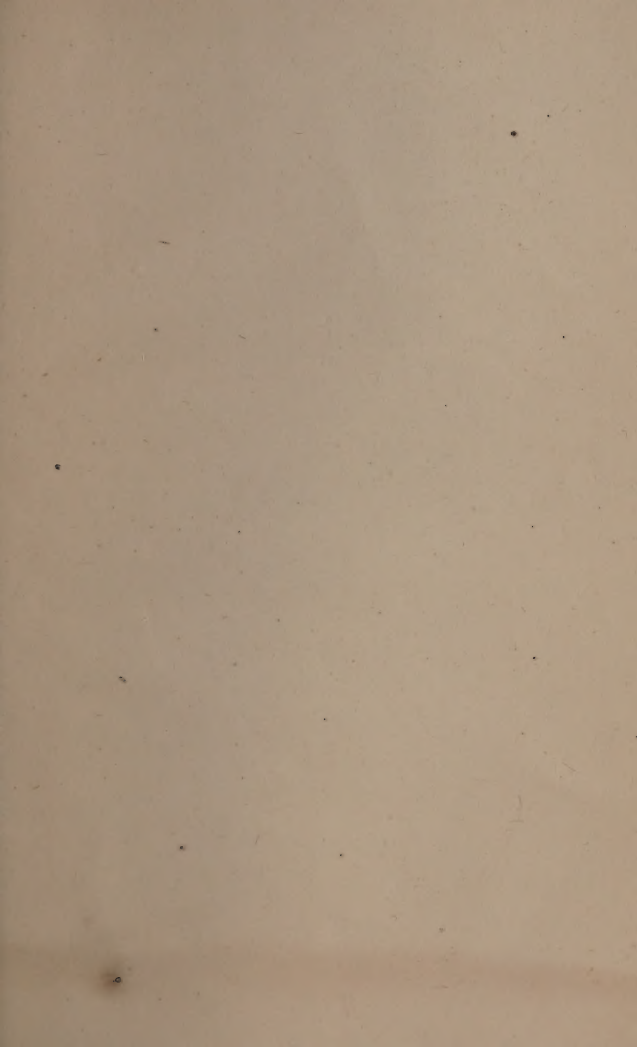
1856. Miss Mary Lamb made a bequest to the Institution of \$1,000.

1857. Henry B. Rogers, Esq., made a donation of \$1,000 to the library of the school.

1900	1900
1901	1901
1902	1902
1903	1903
1904	1904
1905	1905

D. J. Jones and Son

1900. The above named parties agree to the
purchase of the above named property for the sum of
\$1000.00. The above named parties agree to the
purchase of the above named property for the sum of
\$1000.00.



BY-LAWS AND REGULATIONS

GOVERNMENT AND INDEPENDENT

State Technical School for Girls

AT CINCINNATI

PREPARED BY THE BOARD OF TRUSTEES

AND PUBLISHED BY

THE STATE OF OHIO

1902

1902

1902

1902

(Nov., 1891, 20,000)

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